



# South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4178  
(909) 396-2000 • www.aqmd.gov

## Guidelines for Calculating Emissions from Dairy and Poultry Operations JUNE 2007

### Descriptions:

Starting with FY 05-06, dairy and poultry farms are required to report their Particulate Matter (PM), volatile organic compounds (VOCs), and ammonia (NH<sub>3</sub>) emissions to the District. VOC, PM and NH<sub>3</sub> emissions are a result from the livestock waste. For poultry operations, there are also PM emissions from the bird feed.

### 1. EMISSION CALCULATION PROCEDURES

- a) Facilities can estimate their VOC, PM, and NH<sub>3</sub> emissions using equation (1). Facilities may also calculate the emission factors using equation (2).

$$\text{EMISSION} = \text{THROUGHPUT} \times \text{EMISSION FACTOR} \quad (1)$$

$$\text{EMISSION FACTOR} = \frac{\text{UNCONTROLLED EMISSION FACTOR} \times (1 - \text{CONTROL EFFECTIVENESS})}{100} \quad (2)$$

Where,

Emissions: VOC, PM or NH<sub>3</sub> emissions expressed in pounds per year (lb/yr)

Throughput: Is number of animals per year for each animal category such as birds, milking cows, dry cows, heifers, and/or calves (head). For poultry farms, the throughput is also expressed in tons of bird feed when estimating the PM emissions from the bird feed.

Emission factors: Are values calculated using equation (2).

Uncontrolled Emission Factors: Are values listed in Table 1 (for dairy farm) and Table 2 (for poultry farm) based on the types of animals and expressed in pounds per animal per year (lbs/head). Except for poultry farms, for which the uncontrolled PM emission factor from bird feed is expressed in pounds per tons of bird feed (lbs/ton of bird feed).

Control Effectiveness: Are the values listed in Table 3 based on the types of manure disposal practices (land application or composting) or type of emissions (VOC, NH<sub>3</sub>, or PM).

- b) *Emission Factors for Dairy and Poultry Operations:*

The uncontrolled emission factors are provided in Table 1 for dairy farms and in Table 2 for poultry farms.

Table 1: Dairy Farms - Uncontrolled Emission Factors

Animals/Operations	VOC Emission Factor (lbs/head)	PM Emission Factor (lbs/head)	NH <sub>3</sub> Emission Factor (lbs/head)
Milking Cows	12.8	3.56	51
Dry Cows	8.7	3.56	51
Heifers (4-24 months)	6.1	3.56	18.7
Calves (under 3 months)	4.5	3.56	7.5
Mature Cows*	6.3	3.56	51
Heifers (4-24 months)*	4.4	3.56	18.7

\* Emission factors for dairy operation with flush lanes that are flushed with water to a holding pond.

*Cleaning the air that we breathe...*

Table 2: Poultry Farms - Uncontrolled Emission Factors

Animals/Operations	VOC Emission Factor (lbs/head)	PM Emission Factor		NH3 Emission Factor (lbs/head)
		(lbs/head)	(lbs/ton of bird feed)	
Birds (Chicken, ducks, etc)-manure	0.02565	0.0616	0.0	0.096
Birds-Feed	0.0	0.0	0.108	0.0

Table 3: Control Effectiveness for Different Types of Manure Disposal

Type of Disposal	(VOC & NH3) Control Effectiveness	(PM) Control Effectiveness
Land Application	11.5%	0%
Composting (open windrow)	38.5%	0%
Composting (enclosed)	47.5%	0%
Digester (plug & complete mix)	100%	0%
Manure Sent out of Basin	50%	0%
Best Management Practices	0%	20%
No Disposal	0%	0%

*c) VOC, PM, and NH3 Emissions Calculations*

To estimate the total VOC, PM, NH3 emissions, the facility needs to calculate the emissions for each animal category (i.e., birds, milking cows, dry cows, heifers, etc) and then sum them up. This can be done through the following steps:

1. Take the annual average number of animals:
  - o If you are a dairy farm, take the annual average number of animals for each animal category from the annual report submitted to the Santa Ana Regional Water Quality Control Board (SARWQCB). The January dairy report submitted to the SARWQCB for the previous calendar year would be used to estimate emissions and emission fees for the overlapping Annual Emission Report (AER) fiscal year. (e.g., the January 2007 report which was completed for 2006 calendar year is used for AER FY06-07 report).
  - o If you are a poultry farm, take the annual average number of birds using your annual recordkeeping report (e.g. use the annual average number of birds in calendar year 2006 for FY06-07 Annual Emission Report (AER)). You also need to have the total amount of bird feed used for the same time period.
2. Take the uncontrolled emission factors listed in Table 1 or Table 2:
  - o If you are a dairy farm, take the uncontrolled emission factors listed in Table 1 which are developed based on the type of animal. Please note that the VOC emission factors are different based on the animal category (e.g., milking cows versus dry cows) and whether the dairy farm has lanes that are flushed with water to a holding pond.
  - o If you are a poultry farm, take the uncontrolled emission factors listed in Table 2. Please note that the PM emission factors are different based on source of emissions (bird's manure or feed) and there are no VOC or NH3 emissions associated with the bird feed.
3. Take the control effectiveness from Table 3 based on the type of emissions (i.e., VOC, NH3 or PM) and manure disposal (i.e., land application or composting).
4. Calculate the emission factors using equation (2).
5. Enter the values obtained in steps 1 and 4 in equation (1) to estimate the VOC, PM, and NH3 emissions for each animal category. For cases where the facility is not using any of the disposal methods listed in Table 3, enter zero for control effectiveness in equation (2).
6. Add up all the VOC, PM, and NH3 emissions calculated in step 5 for each animal category to estimate the total VOC, PM, and NH3 emissions from the dairy or poultry operation.

*Note: The above procedures are based on the assumption that the farm would use only one type of manure disposal. However, a split calculation can be performed based on the percentage of manure disposed.*

## 2. APPLICABLE AER FORMS AND PROCEDURES TO FILL OUT THE FORMS

Facilities are required to report their VOC, PM, and NH<sub>3</sub> emissions to District using the applicable AER forms. VOC and PM Emissions must be reported on Form B4 and NH<sub>3</sub> must be reported on TAC form. In addition, there are other AER forms that need to be filled out, such as Forms C and/or CU, TACS, ES, S, and X. The procedures to fill out forms B and TAC are demonstrated through the example problem listed below. For other applicable forms (i.e., C and/or CU, TACS, S, and X), you may refer to Appendix O of the General Instruction Book (GIB). If a dairy/poultry farm is using any type of internal combustion engines (pumps, compressors, etc.) or external combustion engines (boilers, heaters, etc.), other forms such as Forms B1, B1U, B2, and/or B2U need to be filled out, as well. To find out about the procedures to fill out these forms, you may also refer to Appendix O which illustrates an example problem for typical equipment such as engines and boilers. The summary of descriptions of these forms is also listed in Appendix N of the GIB.

**EXAMPLE PROBLEM:** During Fiscal Year 06-07, an ABC dairy farm facility has reported to the Santa Ana Regional Water Quality Control Board 900 milking cows, 200 dry cows, 400 heifers (15-24 months), 300 heifers (17-14 months), 300 heifers (4-6 months), and no calves in calendar year 2006. The manures are disposed via land application. This dairy does not have any lanes that are flushed with water to a pond and they are not using any types of Best Management Practices (BMPs) to reduce their PM emissions.

Facility needs to report its VOC and PM emissions on Form B4 and NH<sub>3</sub> emissions must be reported on TAC.

**STEPS TO FOLLOW TO FILL OUT FORM B4:** The following parameters are needed to fill out form B4:

**Activity Code:** The following seven activity codes in Appendix F of the GIB describe the animal reporting categories for dairy and poultry facilities. Choose an appropriate activity code from the list below and enter the activity code in column (a). In this example, the appropriate activity codes are 58a for milking cows, 58b for dry cows, and 58c for heifers as shown on the attached form B4.

- 58a: Dairy Farms - Milking Cows
- 58b: Dairy Farms - Dry Cows
- 58c: Dairy Farms - Heifers (for farms that do not flush the lanes with water)
- 58d: Dairy Farms - Calves
- 58e: Dairy Farms - Mature Cows
- 58f: Dairy Farms - Heifers (farms with lanes that are flushed with water to a holding pond)
- 59a: Poultry farms - Birds (Chicken, ducks, etc.) - Manure
- 59b: Poultry farms - Birds (Chicken, ducks, etc.) – Bird Feed

**TAC/ODC (Y/N):** In column (b), enter Y (for Yes) to indicate the activity reported on each row emits toxic air contaminants (NH<sub>3</sub>).

**Rule Number:** Enter 1127 in column (c) since the dairy farms are required to comply with Rule 1127.

**Annual Throughputs:** In column (d), enter the annual average number of animals as described in Section (1)(c)(1) of this document.

Based on the SARWQCB report for calendar year 2006, the total number of animals in each category is specified as follows:

- Total annual number of milking cows = 900
- Total number of dry cows = 200
- Total annual number of heifers = 400 + 300 + 300 = 1000
- Total number of calves = 0

**Unit Code:** Enter 22 in column (e). This unit code 22 is assigned to represent the number of animal per year (head).

**Emission Factors:** In this example the manures are disposed by land application. Therefore, below are the calculated emission factors using equation (2), listed above, which are entered in the small box in the upper right-hand corner of columns (f) and (k). For cases that the manures are not disposed of by any of the methods listed in Table 3, you should enter the appropriate uncontrolled emission factors from Table 1 in the small box in the upper right-hand corner of columns (f) and (k). For PM, the control effectiveness is zero unless the facility uses the Best Management Practices (BMP) as specified in AQMD Rule 1127. For this example for PM, the control effectiveness is zero since the facility does not use BMP.

Milking cows:

VOC emission factor =  $12.8 \text{ lbs/head} \times (1 - 11.5/100) = 11.33 \text{ lbs/head}$

PM emission factor =  $3.56 \text{ lbs/head} \times (1 - 0.0) = 3.56 \text{ lbs/head}$

Dry Cows:

VOC emission factor =  $8.7 \text{ lbs/head} \times (1 - 11.5/100) = 7.7 \text{ lbs/head}$

PM emission factor =  $3.56 \text{ lbs/head} \times (1 - 0.0) = 3.56 \text{ lbs/head}$

Heifers:

VOC emission factor =  $6.1 \text{ lbs/head} \times (1 - 11.5/100) = 5.4 \text{ lbs/head}$

PM emission factor =  $3.56 \text{ lbs/head} \times (1 - 0.0) = 3.56 \text{ lbs/head}$

Please note that the PM emission factor is independent of the animal's type (milking cows or heifers) and farm's type (farms with or without flushed lanes).

**Emissions:** Calculate the emissions for each animal category by multiplying the annual throughput by the VOC and PM emission factors. Enter the calculated emissions in the corresponding columns (f) and (k).

Milking cows:

VOC emissions =  $900 \text{ cows} \times 11.33 \text{ lbs/head} = 10,197 \text{ lbs/yr}$

PM emissions =  $900 \text{ cows} \times 3.56 \text{ lbs/head} = 3,204 \text{ lbs/yr}$

Dry cows:

VOC emissions =  $200 \text{ dry cows} \times 7.7 = 1,540 \text{ lbs/yr}$

PM emissions =  $200 \text{ dry cows} \times 3.56 \text{ lbs/head} = 712 \text{ lbs/yr}$

Heifers:

VOC emissions =  $1000 \text{ heifers} \times 5.4 \text{ lbs/head} = 5,400 \text{ lbs/yr}$

PM emissions =  $1000 \text{ heifers} \times 3.56 \text{ lbs/head} = 3,560 \text{ lbs/yr}$

**Subtotal Emissions:** Total the emissions for each column and place the total on Line 1.

Total VOC emissions =  $10,197 + 1,540 + 5,400 = 17,137 \text{ lbs/yr}$

Total PM emissions =  $3,204 + 712 + 3,560 = 7,476 \text{ lbs/yr}$

**Sum of Subtotal Emissions:** is the same value as subtotal emissions unless you have more than one Form B4. To convert the totals to tons, divide pounds by 2000, and round to two decimal places and enter the total (tons) on Line 3. Transfer the total (tons) to Form C, Line 4 in the respective columns.

Total VOC emissions =  $17,137 \text{ lbs/yr} / 2000 = 8.57 \text{ tons/yr}$

Total PM emissions =  $7,476 \text{ lbs/yr} / 2000 = 3.74 \text{ tons/yr}$

**STEPS TO FOLLOW TO FILL OUT FORM TAC:** This form is used to report NH3 emissions. The following parameters are needed to fill out form TAC:

**Reference Form and Row:** In column (a), enter B4 and the row number associated with each animal category that you already listed on Form B4 as shown in the attached Form TAC.

**TAC Code:** Enter 32 in column (b) since the TAC code for NH3 is 32.

**CAS #:** Enter 7664417 in column (c) which is the CAS # for NH3.

**Annual Usage:** in column (d), enter the same values you entered in column (d) of Form B4 for each animal category.

**Unit Code:** Enter 22 in column (e).

**Emission factors:** In column (f) enter 51 for milking cows and dry cows and 18.7 for heifers. The uncontrolled emission factor for NH3 is 51 lb/head for milking cows and dry cows, and 18.7 lb/head for heifers as listed in Table 1.

**Overall Control Efficiency:** Enter 0.115 in column (g). The control effectiveness for land application is 11.5% (0.115) as listed in Table 3. For cases that the manures are not being disposed by any of the methods listed in Table 3, enter zero.

Annual Gross Emissions: In column (h), enter the value resulted from using the following formula:

- Milking cows: (Column d) x (column f) x [(1 – column g)]  
 $(900) \times (51) \times (1 - 0.115) = 40,621.5 \text{ lbs/yr}$
- Dry cows:  
 $(200) \times (51) \times (1 - 0.115) = 9,027 \text{ lbs/yr}$
- Heifers:  
 $(1000) \times (18.7) \times (1 - 0.115) = 16,549.5 \text{ lbs/yr}$

Waste Credit (Y/N): In column (i), enter N (for No).

**COMPLETED FORMS SAMPLE:**

<b>Form B4</b>	<b>PERMITTED</b> ANNUAL EQUIPMENT EMISSIONS FROM MISCELLANEOUS SOURCES	Annual Emissions Report July 2006 - June 2007								
<ul style="list-style-type: none"> <li>• Read instructions on the back before completing form.</li> <li>• Carry all emission calculations to 2 decimal places.</li> <li>• Record each row on Form ES.</li> </ul>		<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="width: 20px; text-align: center;">9</td> </tr> </table>	9	9	9	9	9	9		
9	9	9	9	9	9					
<p>_____ <b>ABC</b> _____</p> <p><b>FACILITY NAME</b></p>		<p><b>FACILITY I.D. NUMBER</b></p>								
Activity Code (a)	TAC/ODC (Y/N) (b)	Rule Number (c)	Annual Throughput or Operating Hours (d)	Unit Code (e)	Organic Gases (f)	Specific Organics (g)	Nitrogen Oxide (h)	Sulfur Oxides (i)	Carbon Monoxide (j)	Particulate Matter (k)
58 a	Y	1127	900.00	22	11.33 10,197.00	.	.	.	.	3.56 3,204.00
58 b	Y	1127	200.00	22	7.7 1,540.00	.	.	.	.	3.56 712.00
58 c	Y	1127	1,000.00	22	5.4 5,400.00	.	.	.	.	3.56 3,560.00
			.		.	.	.	.	.	.
			.		.	.	.	.	.	.
			.		.	.	.	.	.	.
			.		.	.	.	.	.	.
1. SUBTOTAL EMISSIONS (lbs)					17,137.00	.	.	.	.	7,476.00
2. SUM OF SUBTOTAL EMISSIONS (lbs) from all B4 forms (including this one)*					17,137.00	.	.	.	.	7,476.00
3. Divide Line 2 by 2000 then transfer to Form C, Line 4 (tons)*					8.57	.	.	.	.	3.74

\*If you have more than one page, complete Lines 2 and 3 ONLY ON THE FINAL PAGE.

S.C.A.Q.M.D. reserves the right to audit the reported emissions. All records and calculations used in completing this summary are recommended to be retained for a minimum of five years.





# Form TACS

## Toxic Air Contaminants & Ozone Depleters Emissions/Fee Summary

### Annual Emissions Report

July 2006 - June 2007

- Read instructions on the back before completing form.
- Round all values in column (g) to the nearest whole pound (lb).

ABC

9 9 9 9 9 9

FACILITY NAME

FACILITY I.D. NUMBER

TAC Code (a)	Toxic Air Contaminant/ Ozone Depleters (b)	Reference #	Reference #	Reference #	Subtotal Emissions** (lbs) (d)	Sum of Subtotals*** (lbs) (e)	Recycling Credit (f)	Annual Net Emissions (lbs) (e) - (f) (g)	Fee Rate (\$/lb) (h)	Fee Due (\$) (g) x (h) (i)
		B4-1 (lbs) (c)	B4-2 (lbs) (c)	B4-3 (lbs) (c)						
32	Ammonia	40,621.50	9,027	16,549.5	66,198	66,198		66,198	\$0.02	\$ 1,323.96
1	Asbestos *								\$4.92	\$ .
2	Benzene								\$1.65	\$ .
3	Beryllium *								\$4.92	\$ .
4	1,3-Butadiene								\$4.92	\$ .
5	Cadmium *								\$4.92	\$ .
6	Carbon tetrachloride								\$1.65	\$ .
7	Chlorinated dioxins & dibenzofurans								\$8.19	\$ .
8	1,4-Dioxane								\$0.35	\$ .
9	Ethylene dibromide								\$1.65	\$ .
10	Ethylene dichloride								\$1.65	\$ .
11	Ethylene oxide								\$1.65	\$ .
12	Formaldehyde								\$0.35	\$ .
13	Hexavalent chromium *								\$6.56	\$ .
14	Inorganic arsenic *								\$4.92	\$ .
15	Lead *								\$1.65	\$ .
16	Methylene chloride								\$0.07	\$ .
17	Nickel *								\$3.25	\$ .
18	Perchloroethylene								\$0.35	\$ .
19	Polynuclear aromatic hydrocarbons (PAHs)								\$4.92	\$ .
20	Trichloroethylene								\$0.15	\$ .
21	Vinyl chloride								\$1.65	\$ .
22	Chlorofluorocarbons (CFCs/Freons)								\$0.30	\$ .
23	1,1,1-Trichloroethane								\$0.05	\$ .

\* Particulate Toxic Air Contaminants.  
 \*\* Sum of emissions from this TACS form.  
 \*\*\* Calculate columns (e), (f), (g) and (i) only on the last page of Form TACS.  
 Sum of subtotals from all TACS forms including this one.

**TOTAL FEE DUE: \$1,323.96**  
 (Transfer Total Fee Due to Form S, Line 2)

PAGE #   OF   TOTAL PAGES IN FORM TACS

S.C.A.Q.M.D. reserves the right to audit the reported emissions. All records and calculations used in completing this summary are recommended to be retained for a minimum of five years.



South Coast Air Quality Management District  
 Form TACS 7/1/07



# Form C

## PERMITTED ANNUAL EMISSIONS SUMMARY

Annual Emissions Report  
July 2006 - June 2007

- Read instructions on the back before completing form.
- Carry all emission calculations to 2 decimal places.
- Print neatly.

ABC

999999

FACILITY NAME

FACILITY I.D. NUMBER

	Organic Gases (tons) (a)	Methane (tons) (b)	Specific Organics (tons) (c)	Nitrogen Oxides (tons) (d)	Sulfur Oxides (tons) (e)	Carbon Monoxide (tons) (f)	Particulate Matter (tons) (g)
1. FORM B1, DCB or AB	.			.	.	.	.
2. FORM B2	.	.		.	.	.	.
3. FORM B3	.		.				
4. FORM B4	8.57		.	.	.	.	3.74
5. FORM E1	.			.	.	.	.
6. FORM R1	.	.		.	.	.	.
7. Total Permitted Emissions (Add Lines 1 Through 6)	8.57	0.00	0.00	0.00	0.00	0.00	3.74

Transfer Line 7 Totals to Form S, Column (a), except for Methane

S.C.A.Q.M.D. reserves the right to audit the reported emissions. All records and calculations used in completing this summary are recommended to be retained for a minimum of five years.



South Coast Air Quality Management District  
Form C 7/1/07

# Form CU

## NON-PERMITTED ANNUAL EMISSIONS SUMMARY

Annual Emissions Report  
July 2006 - June 2007

- Read instructions on the back before completing form.
- Carry all emission calculations to 2 decimal places.
- Print neatly.

ABC

999999

FACILITY NAME

FACILITY I.D. NUMBER

	Organic Gases (tons) (a)	Methane (tons) (b)	Specific Organics (tons) (c)	Nitrogen Oxides (tons) (d)	Sulfur Oxides (tons) (e)	Carbon Monoxide (tons) (f)	Particulate Matter (tons) (g)
1. FORM B1U, DCB or AB	.	.		.	.	.	.
2. FORM B2U	.	.		.	.	.	.
3. FORM B3U	.		.				
4. FORM B4U	.		.	.	.	.	.
5. FORM E1U	.			.	.	.	.
6. FORM R1U	.	.		.	.	.	.
7. Total Non-Permitted Emissions (Add Lines 1 Through 6)	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Transfer Line 7 Totals to Form S, Column (b), except for Methane

S.C.A.Q.M.D. reserves the right to audit the reported emissions. All records and calculations used in completing this summary are recommended to be retained for a minimum of five years.



South Coast Air Quality Management District  
Form C 7/1/07

# Form S

## FEES DUE SUMMARY

Annual Emissions Report

(This form should be the top page of your return package.)

July 2006 - June 2007

- Read instructions on the back before completing form.
- Print neatly.

ABC

999999

FACILITY NAME

FACILITY I.D. NUMBER

Submittal Date: No later than August 30, 2007	Total Permitted Emissions from Form C, Line 7 (tons) (a)	Total Non- Permitted Emissions from Form CU, Line 7 (tons) (b)	Total Emissions from Form CR (tons) (c)	TOTAL EMISSIONS Add columns (a), (b) and (c) (tons) and round per instructions (d)	Emission Fees Due (from Appendix M) (e)
ORGANIC GASES	8.57			9	\$ 2,820.42
N O F E E F O R M E T H A N E					
SPECIFIC ORGANICS	-				\$ 0.00
NITROGEN OXIDES	-				\$ 0.00
SULFUR OXIDES	-				\$ 0.00
CARBON MONOXIDE	-				\$ 0.00
PARTICULATE MATTER	3.74			0	\$ 0.00
1. TOTAL EMISSION FEES FOR ALL CRITERIA POLLUTANTS (Add all fees in Column (e))					\$ 2,820.42
2. TOXIC AIR CONTAMINANTS/OZONE DEPLETER FEES (Enter the total amount from Form TACS or DC)					\$ 1,323.96
3. TOTAL FEES DUE (Add Line 1 and Line 2)					\$ 4,144.38
4. INSTALLMENTS PAID FOR FY 2006 - 2007 (If any) -- All criteria pollutants (See back)					(\$ 0.00 )
5. INSTALLMENTS PAID FOR FY 2006 - 2007 (If any) -- Toxic Air Contaminants/Ozone Depleters (See back)					(\$ 0.00 )
6. BALANCE DUE (Line 3 - Line 4 - Line 5)					\$ 4,144.38
7. LATE PAYMENT SURCHARGE (if any)					\$ 0.00
8. AMOUNT DUE					\$ 4,144.38
9. AMOUNT ENCLOSED (Please write Facility ID#(s) and 2006-2007 AER on the check.) CHECK # 1234					\$ 4,144.38
FOR DISTRICT USE ONLY					

S.C.A.Q.M.D. reserves the right to audit the reported emissions. All records and calculations used in completing this summary are recommended to be retained for a minimum of five years.



South Coast Air Quality Management District  
Form S 7/1/07

# Form X

## SIGNATURE SHEET

Annual Emissions Report

July 2006 - June 2007

- Read instructions on the back before completing form.
- Print neatly.

SUBMITTAL DATE: No later than August 30, 2007

999999

FACILITY I.D. NUMBER

### MAILING INFORMATION

Contact Person JANE HALL Title OWNER  
 Company Name ABC  
 Address 123 CLEAR LANE  
 City SUNNY PARK  
 State CA Zip-Code 93451  
 Contact Telephone (213) 123-1234 Fax (213) 123-1235  
 Contact E-mail \_\_\_\_\_

### EQUIPMENT LOCATION

Facility Name ABC  
 Equipment Location 123 CLEAR LANE  
 City SUNNY PARK

0241

SIC CODE

### BRIEF DESCRIPTION OF OPERATION

DAIRY FARM

### MAILING INFORMATION UPDATES (if applicable)

Company Name \_\_\_\_\_  
 Street Address \_\_\_\_\_ Street # \_\_\_\_\_ Direction \_\_\_\_\_ Street Name \_\_\_\_\_ Stx \_\_\_\_\_ Apt/Suite \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip-Code \_\_\_\_\_  
 Contact Person \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Title \_\_\_\_\_  
 Telephone \_\_\_\_\_ Extension \_\_\_\_\_ Fax \_\_\_\_\_  
 Contact e-mail \_\_\_\_\_

### BUSINESS OPERATING HOURS

Hours per day 24  
 Days per week 7  
 Weeks per year 52

I declare under penalty of perjury that the data submitted truly represents throughput and emissions for this reporting period, and that the emission factors represent the best available data for my company in the calculation of annual emissions. (This form must be signed by an authorized person and returned to AQMD with the completed report & any applicable fees.)

Authorized Signature Jane Hall Date 08/23/07 Title OWNER  
 Name JANE First Name HALL Last Name \_\_\_\_\_ Telephone ( 213 ) 123-1234 Ext 100 Fax ( 213 ) 123-1235  
 Preparer Signature Jane Hall Date 08/23/07 Title OWNER  
 Preparer Name JANE First Name HALL Last Name \_\_\_\_\_ Name of Organization ABC  
 Telephone ( 213 ) 123-1234 Ext 100 Fax ( 213 ) 123-1235 Preparer E-mail \_\_\_\_\_

S.C.A.Q.M.D. reserves the right to audit the reported emissions. All records and calculations used in completing this summary are recommended to be retained for a minimum of five years.



South Coast Air Quality Management District  
Form X 7/1/07